Dear x

I refer to your request for this Practice to undertake work in relation to …………. I enclose a copy of your request (optional)

I am sorry that we are unable undertake this work for the following reasons:

* The task is not an essential service as per our GMS/PMS contract
* This work has not been commissioned by our CCG
* This work has not been funded as a national or local enhanced service
* This work is more appropriately provided by yourself as a specialist

You will be aware of the current pressures on General Practice. We are unable to undertake unresourced or inappropriate work that is outside our contractual responsibility, which will as a result jeopardise our core duty of care to patients.

We have informed the patient that this work is not the responsibility of the Practice and would be grateful if you would contact them directly to provide the service.

Thank you for your understanding.